

## **Content that Does and Does Not Belong On the California Secretary of State's Website**

**The Secretary of State's website shall be a nonpartisan, thorough resource that fulfills statutory functions and obligations while being as user-friendly and navigable as possible. The Secretary of State's office has a policy of maximum transparency and accessibility except in cases where information is otherwise protected by the California Public Records Act or for personal privacy reasons.**

The following items should not be included on the Secretary of State's website:

- Social Security Numbers
- Tax Identification Numbers
- Employer Identification Numbers
- Bank account information
- Personal information that is not otherwise public (may be program-specific)
- Investigative materials
- Litigation matters
- Personal opinions
- Personal or product endorsements
- Advertisements
- Live links to private, commercial or non-government websites (with exceptions authorized by the division chief)
- Political opinions, endorsements, or other information related to elections or candidates that is not related to the statutory functions or services provided by the Secretary of State's office
- Information, data or material which is libelous, offensive, slanderous, obscene, unlawful, threatening or defamatory, or which infringes the intellectual property rights of any person or entity, including copyright, trademark, patent, trade secrets, and any rights of publicity or privacy of any person, also including any information, data or material that violates the rights of any third person, or which in any way constitutes or encourages conduct that would constitute a criminal offense, or would otherwise violate any local, state, federal, or non-U.S. law, order, or regulation, or any Secretary of State policy
- Any content that has not been validated or approved by the division chief or the division chief's designee